

classification but not performing substantially the duties of another job classification may receive Special Circumstances – Special Recognition Pay at the exclusive discretion of the City Manager. The City Manager may assign a rate of pay between 3.5% and 10% depending on the nature of the circumstances and organizational need. The determination as to the rate of pay made by the City Manager is final and is not subject to use of the Grievance Procedure.

Section 6.8 Water Certification Pay

Employees in the classification of Maintenance Worker I/II, who are assigned to the Water Division and who obtain and maintain AWWA Water Treatment Operator grade 2 certification or the equivalent certification required by the California Department of Health Services, shall be entitled to water certification pay in the amount of three percent (3%) of the employee's regular base salary. Such pay shall commence the first pay period after the employee provides proof of having obtained the necessary certification.

Section 6.9 Bilingual Incentive Pay

(a) Employees who are capable of using American Sign Language, or a foreign language designated by Human Resources as critical for public service in San Bruno, in business dealings with the public shall be eligible for incentive pay at a rate of 2.5% of base salary.

(b) To receive bilingual incentive pay, an employee must pass a basic written test and an oral conversation exercise.

(c) Incentive pay eligibility will begin when the City has concluded contracts with all bargaining units in active negotiation as of February 1, 2001.

Section 6.10 Revision of Certain Position Descriptions

It is understood and agreed that Maintenance Worker II, Mechanic II, and Pump Mechanic II position descriptions will be updated to reflect clarifications of certifications and experience requirements. The City and Union agree that, with the salary level reflected in Appendix "A," the City will not provide additional incentive pay for attaining certifications necessary or directly related to the performance of job duties outlined in position descriptions (except as noted in Section 6.8 above) and that the level II positions reflect differentiation in nature of work duties performed between the level I and II employees.

It is further understood and agreed that a new CATV Technician position description will be developed to reflect the I, II and III levels, and that a position description will be developed for the Maintenance Technician position.

Section 6.11 Salary Plan, Pay Periods

Employees shall be paid bi-weekly. Regular salary and overtime will normally be paid within five (5) days after the close of the pay period.